

Document Information

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1 INTRODUCTION

We think it is very important for any modern business to outline its ethical and environmental credentials. We are committed to reducing our impact on others and the environment by taking a pro-active approach.

2 ETHICAL

We will:

- Preferentially use suppliers in all areas of our business who have adequate ethical policies and who do not exploit the environment, their workers or society.
- Ensure that slavery and human trafficking, as defined by the Modern Slavery Act 2015, does not take place within our organisation.
- Work with our suppliers to ensure that slavery and human trafficking, as defined by the Modern Slavery Act 2015, does not take place within our supply chain.
- Work with clients who also have adequate ethical policies and who do not exploit the environment, their workers or society.
- Use and promote Fair Trade where possible within our business.
- To undertake a certain number of days consultancy per year free of charge for charitable organisations and provide our own software free of charge to these organisations.
- Donate 1% of net profit after taxation to carefully selected charitable organisations, both local and international.
- Work towards the principles outlined in the Ethical Trading Initiative (ETI) Base code.

We will not:

- Knowingly work with organisations who exploit the environment, their workers, or society.
- Knowingly work with organisations involved in the production or trade of arms.
- Knowingly work with organisations that do not comply with the principles of the Modern Slavery Act 2015.

3 ENVIRONMENT

We will:

- Re-use and recycle items used during our day-to-day business wherever possible, including the stationary, digital media and IT equipment.
- Make use of recycled products in our day-to-day business in preference to non-recycled alternatives.
- Ensure that non-recyclable materials are disposed of in a responsible manner.
- Minimise our carbon emissions by using technology to reduce business travel and making use of electric vehicles or public transport where feasible.
- Utilise renewable energy from onsite generation (i.e. Solar Photovoltaic Panels) where possible and from renewable-only energy suppliers.
- Ensure that our offices are energy efficient through the use of low-energy lighting, insulation and high efficiency appliances and equipment.
- Offset double the amount of remaining carbon emissions from our business to ensure that the company is Carbon Neutral.

We will not:

- Knowingly exploit the environment through our day-to-day business.
- Knowingly work with organisations who are known to exploit the environment or that do not have an adequate environmental policy.